



सत्यमेव जयते

जवाहरलाल स्नातकोत्तर आयुर्विज्ञान शिक्षा एवं अनुसंधान संस्थान

JAWAHARLAL INSTITUTE OF POST GRADUATE MEDICAL EDUCATION & RESEARCH

(स्वास्थ्य एवं परिवार कल्याण मंत्रालय, भारत सरकार के अधीन राष्ट्रीय महत्व का संस्थान)

(An Institution of National Importance under Ministry of Health & Family welfare)

धन्वंतरि नगर, पुदुच्चेरी / Dhanwantari Nagar, Puducherry- 605 006

website: www.jipmer.puducherry.gov.in

Phone: 0413-2296002, 2296008, 2296105 Fax: 0413 – 2272067- 2272735



AUDIT COORDINATION WING

No. JACW 1(1)/2018-19

Date:

15 NOV 2019

CIRCULAR

Sub: Transaction Audit on the Accounts of JIPMER for the year of 2018-19 by the Accountant General, Chennai - Intimation - Reg.

Ref: Letter. No. DGA (Central)/CE/AB-5/2019-20/225 dated 21.10.2019.

-0-

It is hereby informed that the Transaction Audit on the accounts of JIPMER for the year 2018-19 will be taken up by an inspection party headed by Smt. P.R. Manonmani, Audit Officer from 07.11.2019 onwards. Hence, all the Heads of the Departments/ Officers in-charge of Ancillary Services/ Sections/ Units/Wards/OPDs/OTs/Hostels are requested to cooperate with the Transaction Audit Party during the period of Audit and to nominate one staff member who is working under their control for production of all the financial and accounting records maintained in their departments/sections. Dealing Assistant/support staff who is nominated by the Head of concerned department/ section for this purpose should physically be available during the period of Audit for production of any other records/documents required by them immediately.

The following particulars/records may be made available to the Inspection Party immediately on its arrival.

- 1) A Complete list of all fields of activity in JIPMER including the schemes executed and the list of your subordinate offices.
- 2) All the financial and accounting records maintained in your office for the year mentioned above may be collected and kept ready. Failure to produce necessary records/documents will draw adverse audit remarks.
- 3) A detailed reply to the outstanding paras of previous Inspection Reports to be furnished to the audit party immediately.

Further, all stakeholders are requested to ensure whether financial and accounting records such as Advance register, Cash book, Cheque delivery register, Petty cash register, Intramural and Extramural funds etc., Indent book, Breakage & Condemnation register, Stores receipt book (SRB), stock register/Fixed Assets register pertaining to Chemical, drugs equipment, furniture etc. and Service books and also all other records/files maintaining in their departments/sections have been updated as on today.


This is issued with the approval of the Director.

To

All Departments/Ancillary Services/Units/Wards/OPDs/OTs/Hostels/College of Nursing/Hospital Office/
JIRHC/JIUHC.

Copy to:

1. The Director, JIPMER.
2. The Deputy Director (Admn.)
3. The Medical Superintendent, JIPMER
4. The Dean (Academic/Reserarch/Karaikal)
5. The Project Coordinator/Purchase Officer
6. The Accounts Officer/DDO/Estate Manager
7. All Asst. Administrative Officers/ Asst. Accounts Officers
8. The Officers in-charge of IT Wing- with a request to upload this circular on official Website.


SENIOR ACCOUNTS OFFICER
वरिष्ठ लेखा अधिकारी
Senior Accounts Officer
जिपमेर / JIPMER
धन्वंतरि नगर / Dhanwantri Nagar,
पुदुच्चेरी / Puducherry - 605 006.